

C.L. "BUTCH" OTTER  
Governor

*State of Idaho*  
**DEPARTMENT OF INSURANCE**

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DEAN L. CAMERON  
Director

**ANNUAL STATEMENT FILING INSTRUCTIONS  
FILINGS MADE DURING THE YEAR 2016**

**PETROLEUM CLEAN WATER TRUST FUNDS**

The following items are considered to be part of the Annual Statement filing required under Idaho Code §41-4928(2) and are required of all trust funds registered Under Title 41, Chapter 49.

**Form:**

**Due Date:**

2015 Annual Statement (submitted on a NAIC legal convention blank. Domestic registrants are required to submit two Property/Casualty Statements, including all of the following supplements and attachments. Domestic Statements must include ORIGINAL signatures and notarization on Jurat page. Domestic registrants must file two printed Property/Casualty Quarterly Financial Statements. Due dates for Quarterlies are 5/16, 8/16 and 11/16.	March 1, 2016
Supplemental Compensation Exhibit (domestics only)	March 1, 2016
Statement of Actuarial Opinion	March 1, 2016
Actuarial Opinion Summary	March 15, 2016
Management's Discussion and Analysis (MDA).	April 1, 2016
Audited Financial Statement, including Accountant's Letter of Qualification and Report on Internal Control.	June 1, 2016

**Due Date** – Annual Statements and applicable supplements are due on or before March 1. If March 1 falls on a Saturday or Sunday, the deadline will be extended to the following Monday for that year only.

PLEASE NOTE OUR "POSTMARK POLICY" APPLICABLE TO STATUTORY FILINGS, AS IT IS ENFORCED BY THIS DEPARTMENT: To be considered a TIMELY filing, the package containing the filing must display validation by the US Postal Service as proof of the date of filing. Courier deliveries must include an invoice bearing the date of courier pick-up. If your package does not provide evidence of a timely mailing it will be considered filed WHEN RECEIVED and statutory penalties, where applicable, will be assessed. Postage meter stamps do not qualify.